

## **Shipping Information and Display Setup**

### **Prior to the Career Fair:**

Your displays and materials can be shipped to the following address:

***Location to be determined***

**Note: Packages should arrive at least one or two days before, one week is best to allow sufficient time for LANL mail services to deliver them to the correct drop point.**

The displays and materials will be transported to the Career Fair location the night of August 27th.

### **The day of the Career Fair:**

On the morning of the Career Fair, you may arrive at the Crossroads Facilities Building between 8 and 9:00 AM. Please give yourself sufficient time to unpack your boxes and set up your displays before the Career Fair opens at 9:30 AM. Volunteers will be present to answer any questions.

### **After the Career Fair:**

At the conclusion of the Career Fair, you are responsible for preparing your materials to be shipped back, including shipping labels that will be provided to you. You may leave the boxes at the location of the Career Fair. We have arranged for your materials to be picked up for return.